

Town of Seymour  
Board of Finance

COPY RECEIVED  
DATE: 3/28/11  
TIME: 1:06 pm  
TOWN CLERK'S OFFICE

Minutes

Regular Meeting  
Tuesday, March 22, 2011 at 7pm  
Norma Drummer Room, Seymour Town Hall

**Members Present:** Robert Koskelowski, Bill Paecht, Bill Sawicki, Nicole Klarides-Ditria (alternate) and John Stelma (alternate)

**Others Present:** Doug Thomas, Tony Caserta, Sean Walsh, Chief Michael Metzler and Frank Loda

**Item #1 – Call Meeting to order**

The Chairman, Robert Koskelowski, called the meeting to order at 7:04pm.

**Item #2 – Pledge of Allegiance**

Everyone saluted the Flag and recited the Pledge of Allegiance.

**Item #3 – Appointment of Alternates if needed**

Michelle Walsh via telephone requested Nicole Klarides-Dietria be seated in her absence. Request made to Bob Koskelowski and Bill Paecht.

Nicole Klarides-Dietria seated as alternate for Michelle Walsh.

**Item #4 – Approval of Minutes**

- a. Motion to approve minutes from Special Meeting / Budget Deliberation March 9, 2011

Motion: Bill Sawicki

Second: Bill Paecht

Yes: 4

No: 0

O: Abstain

- b. Motion to approve minutes from Special Meeting / Budget Deliberation March 14, 2011

Motion: Bill Paecht

Second: Bill Sawicki

Yes: 4

No: 0

O: Abstain

**Item #5 – Public Comment**

Frank Loda, 27 Osprey Drive: As matter of procedure, you have quorum with 4 members seated and can appoint John Stelma immediately.

Motion to seat John Stelma for Kristen Harmeling.

Motion: Bill Sawicki

Second: Bill Paecht

Yes: 4

No: 0

O: Abstain

**Item #6 – First Selectman Comments**

Paul Roy not present.

**Item #7 – Finance Directors Report**

The town has applied for a grant from FEMA for \$74,651.00 for the January snow fall.

The Audit RFT has not gone out yet. Bill Sawicki asked Doug Thomas when the Audit RFT will go out; Doug States it can go out as early as tomorrow. Bill Sawicki suggests not using the Valley Gazette due to low circulation. Doug Thomas was asked by the BOF to use the less expensive of the CT Post or the New Haven Register for the RFT ad.

Bill Sawicki asked Doug Thomas if he has coordinated with the CT Department of Administrative Services to place the RFT ad on their website; Doug states he is working with them to post the ad on their site.

Doug Thomas will also be contacting known firms with the RFT through email. The BOF requested Doug Thomas supply the name of the companies that will be emailed the RFT to Bill Sawicki and Bob Koskelowski prior to sending.

**Item #8 – Transfers**

Motion to accept Transfer #11—First Selectman transfer from Revenue Fund Balance to Professional Services HR Audit in the amount of \$15,000.00

Motion: Bill Sawicki	Second: Nicole Klarides-Ditria	
Yes: 4	No: 1 (Bob Koskelowski)	O: Abstain

Motion to accept Transfer #12—Fire Department transfer from Oil to Salary – Part Time in the amount of \$3,500.00

Motion: Bill Sawicki	Second: Nicole Klarides-Ditria	
Yes: 5	No: 0	O: Abstain

Motion to accept Transfer #13—Police Department transfer from Salary: Uniform Police to Clothing in the amount of \$12,000.00

Motion: Bill Sawicki	Second: Nicole Klarides-Ditria	
Yes: 5	No: 0	O: Abstain

**Item #9 –Discussion and Take Action on 2011-2012 Budget to go to Budget Hearing and set date/time and place**

Motion to set date for the Budget Hearing of Wednesday April 6, 2011 7pm at the Seymour Middle School.

Motion: Bill Sawicki	Second: John Stelma	
Yes: 5	No: 0	O: Abstain

BOF request the police department (Chief Metzler) for help with an officer at the Budget Hearing. Chief states he will do what he can.

Discussion with Doug Thomas confirming total 2011/2012 budget as approved by the BOF by department to total \$50,694,621.00 with the mill rate 27.78 at a collection rate of 98%.

Motion to move the document titled “Town of Seymour Fiscal Year 2011/2012 Budget” to be approved as the town’s budget document.

Motion: Bill Paecht	Second: Nicole Klarides-Ditria	
Yes: 5	No: 0	O: Abstain

Motion to accept the 2011/2012 budget that is based on a mill rate of 27.78 at a collection rate of 98%.

Motion: Bill Sawicki

Second: Bill Paecht

Yes: 5

No: 0

0: Abstain

Planning a BOF Special Meeting for Thursday April 7, 2011 to review information received at the Budget Hearing and take possible action on any needed adjustment prior to the Town Meeting.

The Town Meeting is scheduled for April 16, 2011. The Budget vote is scheduled for April 26, 2011.

**Item #10 – New Business**

None

**Item #11 – Correspondence**

None

**Item #12 – Public Comment**

Frank Loda, 27 Osprey Drive: Look at the page involving the projected fund balance, the recommendation is 5% I have not been able to figure out how it is calculated. 5% of the total budget is a different figure.

Bill Sawicki and Bob Koskelowski requested Doug Thomas confirm the fund balance and make any necessary corrections.

**Item #13 – Other Business if Needed and Take Possible Action**

None

**Item #14 – Adjournment**

Motion to adjourn

Motion: Bill Sawicki

Second: Bill Paecht

Yes: 5

No: 0

0: Abstain

Meeting was adjourned at 7:39pm.

Submitted by:

Michelle Walsh

Board of Finance